

2003 ANNUAL REPORT

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Executive Summary

Completion of this report fulfills annual reporting requirements. The State of Alaska Administrative Order 134 requires the State Pipeline Coordinator to submit an annual progress report to the Governor. Section 28 of the Federal Mineral Leasing Act requires the Secretary of Interior to submit an annual report to the House and Senate Committees of Interior and Insular Affairs.

Chapter One - The Joint Pipeline Office (JPO)

This chapter lists the distinct responsibilities and jurisdictions for each agency within the JPO.

Chapter Two - Annual JPO TAPS Work Plans

The Alaska Department of Natural Resources (ADNR) and Bureau of Land Management (BLM), as land managers, co-manage the activities of the JPO. The State Pipeline Coordinator's Office administers 21 pipeline right-of-way leases, the most significant being TAPS. BLM administers three right-of-way grants with TAPS being the only operational pipeline. The discussion in Chapter Two focuses on the TAPS oversight program within the JPO.

JPO develops an annual work plan each year that includes objectives, authority, strategy, commitments, functions, and organizational structure. JPO's commitments and objectives must comply with Government Performance and Results Act requirements. The State has agreed to work with BLM to implement an activity-based costing initiative to meet federal budgeting requirements.

Chapter Three - Agency Activities

An overview of the agencies and their 2003 activities are provided in this chapter.

Chapter Four - 2003 Milestones

Chapter Four is a chronology of major 2003 events.

Chapter Five - JPO Staff and Accomplishments

Chapter Five provides a list of staff that came and went in 2003. It also provides an overview of the Information Accountability Project and international recognition for one aspect of the project, records retention and records filing system.

Chapter Six - 2004 Work Program Goals

The JPO Work Program Goals is a list of major requirements, on-going commitments, new projects, and event follow-up for year 2004.

Signatures

Jerry Brossia
Authorized Officer

Frederick M. Thompson
Acting State Pipeline Coordinator

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List of Acronyms

AAC	Alaska Administrative Code
AASHTO	American Association of State Highway Transportation Officials
ACMP	Alaska Coastal Management Program
ADEC	Alaska Department of Environmental Conservation
ADF&G	Alaska Department of Fish and Game
ADNR	Alaska Department of Natural Resources
ADOL&WP	Alaska Department of Labor & Workplace Development
ADOT/PF	Alaska Department of Transportation/Public Facilities
ADPS	Alaska Department of Public Safety
ANILCA	Alaska National Interest Lands Conservation Act
ANL	Argonne National Laboratory
ANUA	Alaska Native Utilization Agreement
AO	Authorized Officer
APSC	Alyeska Pipeline Service Company
ARMA	International Assn. for Information Management Professionals
AS	Alaska Statute
BLM	Bureau of Land Management
BWT	Ballast Water Treatment
CFR	Code of Federal Regulation
CMP	Comprehensive Monitoring Program
COE	Corps of Engineers
DOT/OPS	Department of Transportation/Office of Pipeline Safety
DR&R	Dismantling, Removal & Restoration
DRA	Drag Reducing Agent
EA	Environmental Assessment
ECP	Employee Concerns Program
EPA	Environmental Protection Agency
FEIS	Final Environmental Impact Statement
FONSI	Finding of No Significant Impacts
HAZOP	Hazard Operations
ICS	Incident Command System
IM	Integrity Management
IPP	Industry Preparedness Program
JPO	Joint Pipeline Office
KKPL	Kenai Kachemak Pipeline
LPP	Large Project Permitting
MMS	Minerals Management Service
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NEPA	National Environmental Policy Act
NOV	Notice of Violation
NPDES	National Pollutant Discharge Elimination System

NTP	Notice to Proceed
OCS	Outer Continental Shelf
OHMP	Office of Habitat Management & Permitting
OMS	Operating Material Sites
OPMP	Office of Project Management & Permitting
OQ	Operator Qualifications
OSHA	Occupational Safety and Health Administration
PS	Pump Station
PWSRCAC	Prince William Sound Regional Citizens' Advisory Council
RCM	Reliability Centered Maintenance
ROD	Record of Decision
ROW	Right-of-Way
SPAR	Spill Prevention & Response
SPC	State Pipeline Coordinator
SPCO	State Pipeline Coordinator's Office
SHPO	Alaska State Historic Preservation Officer
T&DR	Technical and Design Review
TAPAA	Trans-Alaska Pipeline Authorization Act
TAPS	Trans-Alaska Pipeline System
USCG	United States Coast Guard
VMT	Valdez Marine Terminal
VSM	Vertical Support Member



**William Harrison, JPO/Valdez, monitoring oil spill
containment berm, Tazlina River.
Picture by Dave Perez, JPO.**

Chapter One

The Joint Pipeline Office

JPO Mission - The JPO is a consortium of agencies, six state and six federal. The JPO mission is to “regulate the TAPS and other Alaskan oil and gas pipelines in the best interests of the people of the nation and State of Alaska. Safety, environmental protection, pipeline integrity, and regulatory compliance will be sought through partnering with industry.”

Joint Pipeline Office Agencies

State Agencies	Federal Agencies
Department of Natural Resources Administers state-owned land, as well as rights granted in land-use leases, permits, material sales, water rights, and water use. (The former Division of Governmental Coordination, now Office of Project Management and Permitting, merged into DNR. OPMP acts as the lead agency for Large Project Permitting and the Alaska Coastal Management Program.) (The former Department of Fish and Game, Habitat and Restoration Division, merged into DNR, now Office of Habitat Management & Permitting. OHMP administers permit program to protect anadromous fish and their freshwater habitats and to ensure efficient fish passage in all water bodies.)	Bureau of Land Management Under the Department of the Interior, administers 88 million acres of public lands in Alaska. Issues and administers rights-of-way and permits for land use and cultural survey activities, and material sales related to pipeline use on federal land.
Department of Environmental Conservation Regulates and issues permits to operate facilities that may affect air quality, generate waste, hazardous material treatment storage and disposal, and oil spill contingency plan approval.	U.S. Department of Transportation/ Office of Pipeline Safety Regulates the transportation by pipeline of hazardous liquids and gases, as well as drug testing related to pipeline safety, and conducts inspections of TAPS.
Department of Fish and Game * Hazing of wildlife in connection to oil spills, issues permits for beaver takings, and comments on subsistence issues.	Environmental Protection Agency Works in partnership with the Alaska Department of Environmental Conservation to administer regulatory programs such as the Clean Air Act, Clear Water Act, and Oil Pollution Act.
Department of Labor and Workplace Development Reviews practices and procedures pertaining to occupational safety and health; mechanical, electrical and pressure systems; and wage and hour codes to protect employees of the pipeline company.	U.S. Army Corps of Engineers * Issues approvals of structures or activities in navigable waters and approvals of placement of dredged or fill material in waters of the U.S. including wetlands.
Department of Public Safety, Division of Fire Prevention Concentrates on fire and safety inspections, plan reviews, fire investigations, and public safety education.	U.S. Coast Guard * The U.S. Coast Guard issues approvals of work associated with construction and maintenance of bridges at aerial pipeline crossings over navigable waters and other activities that may

	impact navigation; oversees vessel movement in and out of the Valdez Marine Terminal area; and Terminal safety issues.
Department of Transportation/Public Facilities * Provides design, construction and maintenance of primary and secondary land and marine highways and airports.	Minerals Management Service * Manages the nation's natural gas, oil, and other mineral resources on the outer continental shelf.

Approximately 70 staff, representing seven agencies of the 12 agencies, are co-located in the Anchorage, Fairbanks, and Valdez offices. * No representatives co-located in JPO.

Federal Agencies		
Agency	Authority	Jurisdiction
Bureau of Land Management (BLM)	<ul style="list-style-type: none"> Federal Agreement and Grant of Right-of-Way Section 28 Mineral Leasing Section 202 TAPS Authorization 	<ul style="list-style-type: none"> Federal Pipeline Right-of-Way (ROW) Valdez Marine Terminal (VMT)
Department of Transportation-Office of Pipeline Safety (DOT/OPS)	49 CFR 190 Legal Definitions <ul style="list-style-type: none"> 191 Annual Reporting 192 Hazardous Gas Pipelines 194 Spill Plans 195 Hazardous Liquid Pipelines 199 Drug Testing 	<ul style="list-style-type: none"> 48" Pipeline relief tanks at pump stations tanks 1 & 3 at the VMT 8" & 10" fuel gas line from PS 1 to PS 4 58 non-TAPS gas and hazardous liquid pipelines with about 30 operators
Environmental Protection Agency (EPA)	CFR 40	North Slope, TAPS, VMT, and Prince William Sound
U.S. Army Corps of Engineers (COE)	Federal Water Pollution Control Act	Pipeline, VMT, and coastal waters
US Coast Guard (USCG)	Bridges/Navigable Waters <ul style="list-style-type: none"> 33 CFR 1-124 33 USC 1341 	Pipeline crossings, bridges, VMT, over navigable waters
Minerals Management Service (MMS)	Outer Continental Shelf (OCS) Lands Act 43 U.S.C. 131 et. Seq.	Production facility located on the OCS to the shoreline for pipelines

State Agencies		
Agency	Authority	Jurisdiction
Department of Natural Resources (ADNR)	<ul style="list-style-type: none"> Lease Stipulations Title 27, Title 38, Title 41, and Title 46, 11 AAC 	North Slope, TAPS, Pipelines, VMT, and Prince William Sound
Office of Project Management & Permitting (OPMP)	AS 46.40	Oil, Gas, and National Pollution Discharge Elimination System
Office of Habitat Management & Permitting (OHMP)	Title 41, 5 AAC	North Slope, TAPS, Pipelines, VMT, and Prince William Sound
Department of Environmental Conservation (ADEC)	Title 46 18 AAC 50 Air <ul style="list-style-type: none"> 60 Solid Waste 62 Hazardous Waste 63 Siting 70 Water Quality Standards 72 Waste Water 75 Oil & Hazardous Substance 80 Drinking Water 	North Slope, TAPS, Pipelines, VMT, and Prince William Sound
Department of Fish and Game (ADF&G)	Special area permits under AS 16.20; hazing permits; review DEC oil spill contingency plans; makes recommendations directly to FERC under the Federal Power Act	North Slope, TAPS, Pipelines, VMT, and Prince William Sound
Department of Labor and Workplace Development (ADOL&WP)	<ul style="list-style-type: none"> Title 18 Safety & Health Codes, National Electrical & Safety Code, Boiler & Pressure Vessel Codes Title 23 Labor & Workers' Compensation AS 08.18.116 Required Licenses 	North Slope, TAPS, Pipelines, VMT, and Prince William Sound
Department of Public Safety, Division of Fire Prevention (ADPS)	<ul style="list-style-type: none"> AS 18.70.080 Fire Protection 13 AAC 50-55 Fire and Life Safety Regulations 	North Slope, TAPS, VMT, and Prince William Sound
Department of Transportation & Public Facilities (ADOT&PF)	<ul style="list-style-type: none"> AS 2 & 19 14 AAC & 17 AAC 	North Slope, TAPS, Pipelines, VMT, and Prince William Sound

Agency Activity

Since the JPO is organized functionally, agency personnel may participate in self-directed work teams (response and preparedness, corrosion, special projects) and may perform oversight functions in addition to their jurisdictional responsibilities. Field

activities are communicated and coordinated to eliminate duplication of activities and travel when possible.

Agency products (correspondence, surveillances, reports, etc.) related to work performed on behalf of the JPO are entered into the JPO Comprehensive Monitoring Program (CMP) databases and common filing system thus enhancing and making available information on the business and history of the office.

Chapter Two

Annual JPO TAPS Work Plans

ADNR and BLM, as land managers, co-manage the activities of the JPO. The SPCO administers 21 pipeline right-of-way leases, the most significant being TAPS. BLM administers three right-of-way grants with TAPS being the only operational pipeline. The discussion in Chapter Two focuses on the TAPS oversight program within the JPO.

JPO develops an annual work plan each year that includes objectives, authority, strategy, commitments, functions, and organizational structure. JPO's commitments and objectives must comply with Government Performance and Results Act requirements. The State has agreed to work with BLM to implement an activity-based costing initiative to meet federal budgeting requirements.

There are a number of general objectives JPO strives to accomplish in the work plan:

- Compliance with the Federal Grant, State Lease, and state and federal laws, regulations and industry accepted codes and standards.
- Continued safe movement of oil through TAPS through reduction of TAPS risk by understanding hardware condition, ensuring follow through on Reliability Centered Maintenance (RCM) action items, effective failure planning, and addressing noncompliance promptly.
- Protection of the environment and public safety through monitoring modification, maintenance, and operation of high-risk systems.
- Prompt and effective response to incidents and events on TAPS to assess, contain, correct and clean up damage, as well as to prevent recurrence.
- Sustaining a TAPS culture respectful of commitments made to Alaska Natives, diversity, and concerned employees.
- Follow-through on renewal commitments made in the Final Environmental Impact Statement (FEIS) mitigating measures, the Record of Decision (ROD), and the Commissioner's Final Written Determination.
- Coordination among agencies regulating TAPS.
- Management of TAPS oversight information to provide detailed tracking, trending, and reporting capabilities.

Operationally, the various JPO sections perform the following planned functions:

- Process authorizations, approvals, permits, and amendments required under the TAPS Grant or Lease.
- Process Notices to Proceed (NTP) and conduct technical compliance reviews of TAPS and other pipelines.

- Process applications under 43 CFR 2800, 43 CFR 2910, 43 CFR 3660, AS 27.19, AS 38.05.120, AS 38.05.850, AS 38.05.920, AS 41.14, and AS 46.15, and AS 46.40.
- Monitor stipulation compliance on a risk-based priority.
- Monitor projects on a risk-based priority.
- Conduct technical oversight of Alyeska Pipeline Service Company's (APSC) implementation of RCM methodology to identify failure management policies necessary to preserve the functions of critical TAPS systems.
- Monitor and issue NTPs related to TAPS Strategic Reconfiguration project.
- JPO Oil Spill Group reviews and approves oil spill plans, monitors compliance with oil spill plans, and conducts oil spill drills.
- The JPO Corrosion Group monitors APSC's corrosion program.
- The JPO tracks commitments and requirements agreed to by APSC in various Memorandums of Agreement/Memorandums of Understanding (MOA/MOU).

TAPS Comprehensive Monitoring Program

The CMP provides the JPO a highly structured monitoring program with a tiered process that includes:

- Surveillances that assess compliance with specific attributes.
- Assessments that document trends for a particular suite of requirements that may be based on a number of surveillances.
- Technical Reports that describe the status of a particular program such as maintenance, operations, construction, and culture.



JPO oversight of Sagavanirktok River revetment project, Milepost 76. Picture by Dave Perez, JPO.

The JPO regulatory agencies such as ADEC, ADNRR, ADOL and U.S. DOT/OPS enforce their agency specific regulations and use the criminal or civil penalties for enforcement. The two land management agencies, BLM and ADNRR, have broad management authority under the grant and lease. The JPO use their various authorities to actively engage APSC to achieve and maintain compliance with the grant and lease and

other legal requirements. Given the wide scope of both TAPS activities and government oversight requirements, open communication between the JPO, APSC and the public has been an effective approach in achieving an open environment and active participation by all parties to ensure compliance with all requirements associated with pipeline operation.

There have been instances in the past when these methods were inadequate and JPO issued “Orders” or “Directives” to Alyeska under the Grant and Lease to ensure compliance or action. In other instances, particularly where no clear guidelines were available but problem resolution warranted, MOAs or MOUs resulted. In all corrective action cases, it is essential to clearly spell out agreed to results with completion dates.

JPO monitoring is based upon risk; more consequential activities are examined more often and more closely. Similarly, prior problem areas usually warrant re-examination. An important point is that compliance monitoring is not a single report but a process of continual oversight. Monitoring frequency, locations, results, etc. are entered into the JPO CMP database providing a substantial bank of knowledge for future planning and oversight functions.

TAPS compliance is an ongoing process that involves:

- Clearly defining requirements with performance standards.
- Identifying the requirements for specific facilities.
- Conducting field inspections.
- Where needed, providing notifications of immediate safety, environment, or integrity issues for corrective action.
- Tracking activities and facilities surveillance observations over time to establish trends.
- Reporting trends to APSC for corrective action.
- Summarizing compliance status reports to inform industry, agencies, and stakeholders of our activities.

As APSC proceeds with implementation of the Reliability Centered Maintenance 2 (RCM2) process, JPO is conducting periodic checks to validate completion of the tasks prescribed to address the failure modes identified as having hidden, safety, or environmental consequences. A JPO assessment report presented the status of oversight efforts accomplished to date for RCM2 on the pipeline, however, it does not include the VMT or the Streamlined Reliability Centered Maintenance analyses.

JPO staff in Fairbanks conducted surveillances to verify 123 RCM2 failure mode recommended tasks agreed to by APSC in a MOA dated June 27, 2002. After evaluating the results of the surveillances, JPO was unable to independently substantiate that APSC was completing the RCM2 program failure mode recommended tasks. An assessment was transmitted to Alyeska and they agreed to do an in house assessment of RCM implementation on the pipeline and terminal. The results of their audit indicated Alyeska had not implemented RCM on the pipeline. They assigned a single manager for both

areas to implement the process. JPO is continuing to monitor RCM tasks to ensure implementation.

In 2003, the JPO produced the following oversight products:

CMP Report	Anchorage	Fairbanks	Valdez
Surveillances	569	143	77
Assessments	2		
Engineering Reports	1		



ADNR, Office of Habitat Management and Permitting (OHMP) staff assigned to the JPO, in cooperation with BLM, completed a report titled “*Fish Streams Along the Trans-Alaska Pipeline System*,” Third Edition, BLM Open File Number 93. ADNR and BLM anticipate that this report will serve as the source document for periodically updating a list of areas where pipeline activities may have to be restricted to protect fish breeding, spawning and major migration. **Dennis Gnath, author of the two reports, took this photo of the stable stream channel of Marion Creek near milepost 180 of the Dalton Highway.**

ADNR, OHMP staff also completed a second report titled “*Zones of Restricted Activity for Protection of Key Fish Areas Along the Trans-Alaska Pipeline System on Federally-Administered Lands*,” Second Edition, BLM Open File Number 92. Under Stipulation 2.5.3.1, fish and wildlife areas may be restricted by the State Pipeline Coordinator and Authorized Officer during periods of fish and wildlife breeding, nesting, spawning, lambing or calving activity, and during major migration of fish and wildlife. The list includes only sensitive fishery habitats on federal-administered portions of the pipeline.

TAPS Renewal Follow-Up

The State Right-of-Way Lease was signed November 26, 2002 and the Federal Record of Decision was signed January 8, 2003 renewing the rights-of-way for 30 years. Four mitigative initiatives and the proposed TAPS Strategic Reconfiguration project were covered in the FEIS and require follow-up.

Mitigation of Adverse Effects, Volume 4, Section 4.8.4 of the FEIS - Four mitigative initiatives were listed as a set of ongoing activities that enhance the efficiency and/or knowledge base of the JPO. The list and current status are:

- Development of a programmatic agreement with the State of Alaska Historic Preservation Office and the National Council on Historic Preservation will guide the protection and mitigation of cultural and historic resources. **Status** – Some elements remain open to ongoing discussion.
- Copper River Basin Spill Analyses – There are several sub-sections to this initiative addressing improved spill response activities. **Status** – Completion of this initiative had languished but was made a condition of BLM's approval of the Phase I Conditional Approval of the Preliminary Strategic Reconfiguration Program. Completed work items include:
 - Additional Gulkana River access point at Saylor's Pit
 - Conex relocation at Gulkana River
 - Containment berm placement feasibility, site investigation, and construction activities completed at three river crossings
 - Support boat purchase
 - Area responders staffing increased
 - Additional boom purchased
 - New response trailers have been purchased for PS 11 and 12
 - APSC has contracted with several local guide/tour boat operators

Additional work planned for 2004/2005 includes:

- Study to be conducted to determine the feasibility of building additional access road to the Gulkana River and associated boat launch facility at Poplar Grove or another area.
- Assess the feasibility to improve access and containment activities on the Tonsina River with additional access road via Squirrel Creek campground.
- Assess the feasibility to improve access and boat launch activities on the Klutina River via Copper Center Lodge.
- Issue land use permits for a rapid containment boom deployment system.

- Establish land access near Copper Center via Old Richardson Highway.

APSC provided the list of items to enhance spill response in the Copper River area to JPO in a 2000 letter. As listed above, many have been completed and alternatives proposed for others. Some items have been found to be unfeasible, for example, construction of a berm at Squirrel Creek due to slope stability concerns. Currently APSC and the JPO are determining which of the remaining items need to be completed; for instance, the addition of new oil spill containment sites is still under consideration.

- Employee Concern Survey – BLM/JPO have conducted and published three employee concerns surveys of TAPS workers to measure and monitor how they feel about pursuing concerns related to safety, system integrity, and environmental protection. Another survey will be conducted within three years. **Status** – Alyeska will conduct a survey in the second quarter 2004. BLM's survey issues to be included.
- Alaska Native Utilization Agreement (ANUA) – Alyeska and contractors have met the successive interim employment goals of the last three ANUAs executed under Section 29 of the Federal Grant. Alaska Native employment is expected to reach the 20% target by 2004. The monitoring focus is to sustain these employment percentage levels of Alaska Natives and maintain compliance with future ANUAs. In this regard, the BLM will pursue an avenue within the next ANUA to promptly address any decrease in the percentage of Alaska Native employment. **Status** – The Agreement is up for renewal in October 2004 and meetings are underway to accomplish that.

Strategic Reconfiguration

Conceptual modifications to TAPS were reported in the FEIS for right-of-way renewal released in November 2002. As the project firmed up and additional information became available on reconfiguration, an Environmental Assessment (EA) was prepared and released in January 2004. The EA identified and evaluated the probable environmental impacts of the TAPS reconfiguration project. The project would occur entirely within the established TAPS ROW, for which the original Federal Grant and State Lease were recently extended for a second 30-year period. The probable environmental impacts of the TAPS Right-of-Way Renewal were analyzed in the TAPS FEIS providing a thorough and recent environmental analysis. Therefore, this EA incorporates by reference relevant sections of the FEIS.

The Finding of No Significant Impacts (FONSI) and Decision Record for the pipeline were issued January 30, 2004. Based on an analysis of the environmental impacts contained in the EA, the Authorized Officer determined that impacts to the human environment are not expected to be significant and an environment impact statement is not required for the project.

The project goals would be to simplify the system, reduce transportation costs, and operate more efficiently through improvements in technology to extend the life of the pipeline. In 2003, APSC completed a conceptual engineering review that would include installation of new equipment at some pump stations, replacing the turbine-driven mainline pumps with electric-driven mainline pumps, and upgrading the electrical and control systems. Modifications at the VMT are in the conceptual review stage and an EA for this project will be conducted as well.

As throughput has declined, pump stations 2, 6, 8, and 10 were placed in non-operational mode. Pump Stations 1, 3, 4, 5, 7, 9, and 12 remain operational but operations at PS 12 are winding down. Only four or five stations would remain in reconfigured mode.

The Alaska Departments of Revenue and Natural Resources have estimated throughput to remain flat at around one million barrels a day through 2012, therefore, the horsepower currently available is no longer necessary to pump oil through the line. Introduction of DRA further reduces the needed horsepower. All factors considered, the TAPS Owners and APSC completed a preliminary design and submitted it to the JPO for review.

After extensive review of the materials submitted for review, JPO provided the Phase I Conditional Approval of the Preliminary Strategic Reconfiguration Program as provided for in Stipulation 1.7.2.1 of the Federal Agreement and Grant of Right-of-Way and the State of Alaska Lease for TAPS. The conditions of approval must be satisfied before the Authorized Officer and State Pipeline Coordinator will consider an Application for NTPs that cover the construction currently scheduled in 2004 and 2005. Multiple NTPs based on systems and activities are also required. The conditions of approval were:

- Provide a program schedule. (To include Hazard Operation (HAZOP) analysis and demolition plan for ramp down stations.)
- Provide a compliance matrix. (To include all associated permits, authorizations, approvals and other plans in compliance with federal and state laws and regulations and the Grant and Lease.)
- Provide a program and engineering execution plan.
- Provide a complete description of the design methodology.
- Provide a design basis and criteria document. (The preliminary design must be consistent with commitments in the approved Oil Spill Contingency Plan.)
- Provide a comprehensive coordinated plan, schedule, and procedure for Management of Change.
- Provide a Human Resources Plan to be reviewed for consistency with Sections 28 and 29 of the Federal Agreement and Grant and Facility Removal Plan.

A critical element in moving the Strategic Reconfiguration project forward involves amending the Oil Discharge Prevention Contingency Plan. A plan amendment

was submitted by APSC in June 2003. Additional information was provided in August, October, and November. The amendment addressed activities related to prevention, containment, and cleanup of oil discharges from current and planned future operational modifications to TAPS arising from Strategic Reconfiguration. The ADEC and BLM conditionally approved the amendment in December. Conditions of approval included:

- Update of the Capstone Risk Analysis and “crude oil fate and transport study” described in Section 3.7.5 of the Strategic Reconfiguration Amendment.
- Pump Station 12 equipment and storage assessment.
- Initial responders availability definition.
- Helicopter upgrades.
- JPO drills and exercise requirement.
- Pump modules and secondary containment.
- Management of Change plan.

While the entire scope of the project is not yet known, JPO has identified the following concerns that warrant close scrutiny and will be of interest to stakeholders:

- Work force reduction
- Native hire issues (Grant Section 28/29)
- Oil spill response
- Reliability of equipment
- Dismantling, Removal & Restoration (DR&R)
- Demolition

TAPS Upgrade and Reconfiguration Benchmarking Study – Argonne National Laboratory (ANL) assisted JPO in a study to benchmark the proposed TAPS upgrades and reconfiguration strategy. The purpose was to compare existing or proposed system upgrades to those practices generally employed by the industry. The study found that the upgrades and reconfiguration strategies proposed for the TAPS are consistent with current pipeline industry practices for automation of pump stations and electrification of pump stations. The study yielded the following findings:

- Pipeline operators who have upgraded their systems, in whole or in part, similar to those proposed for the TAPS, encountered very little new or enhanced regulatory oversight from the appropriate regulatory agencies. It is expected that the current stipulations found in the TAPS Grant and Lease will be sufficient to monitor the upgrade process.
- Several pipeline operators had safety concerns during the consolidation of control centers and/or issues related to inadequate Management of Change controls in the areas of training, software upgrades, and equipment upgrades.
- Pipeline operators did not utilize a structured maintenance strategy similar to that currently used on the TAPS. Most indicated that they rely upon

vendor claims of equipment performance based on failure rate analysis (mean failure rate) provided by the equipment manufacturer. It is expected that the RCM used by APSC and highlighted in the TAPS EIS will add additional quality assurance value to the modernization when compared to other companies analyzed in the study.

The TAPS Owners approved the Pipeline Reconfiguration Project estimated to cost around \$250 million and be completed the end of 2005.

The JPO has broad management authority under the Trans-Alaska Pipeline Authorization Act (TAPAA) and Federal Grant and State Lease Stipulations granted under the Renewal of the Grant and Lease to add requirements related to the construction, operation, maintenance, and termination of the TAPS in order to protect the public interest. Project updates and JPO actions will be provided in the JPO Weekly and CMP reports. (To receive JPO news, contact Rhea DoBosh at rdobosh@jpo.doi.gov. Information may also be obtained from the JPO web site <http://www.jpo.doi.gov>).

Chapter Three

Agency Activities

This chapter is an overview of agency activities in 2003.



Pipelines and Rights-of-Way the SPCO Oversees

- Alpine sales oil, diesel, and utility pipelines
- Alaska Natural Gas Transportation System on state-owned land
- Badami sales oil and utility pipelines
- Endicott sales oil pipeline
- Kenai-Kachemak gas pipeline
- Kuparuk and Kuparuk Extension sales oil pipelines
- Milne Point sales oil and products pipelines
- Northstar sales oil and gas pipelines
- Nuiqsut gas pipeline right-of-way
- Oliktok natural gas liquids pipeline
- Trans-Alaska Gas System right-of-way on state-owned land
- TAPS
- Tesoro (Nikiski) refined product pipeline

Administering pipeline rights-of-way involves the following:

- Providing and coordinating required authorizations
- Overseeing operations
- Completing administrative tasks – file maintenance, appraisals, and recordation

SPCO Oversight of Pipeline Operations

Lease Compliance Oversight Program - For the pipelines the SPCO monitors except TAPS, Right-of-Way Lease Compliance Oversight Programs were recently developed and implemented. The Program operates on a cyclic basis and is comprised of three main elements:

1. Compliance monitoring
2. Annual lessee reports
3. Annual State Pipeline Coordinator's Report

A matrix of all the requirements for each lease and the respective SPCO surveillance determination and frequency is used to evaluate requirements and determine the functional status relative to annual surveillance efforts. The lessee uses the matrix to develop an internal Quality Assurance Program that implements the processes and procedures necessary to maintain compliance with lease conditions and requirements.

Each matrix summarizes three decision criteria:

- What activity phase (construction, operation, maintenance, termination or any combination of the four) does each requirement apply to?
- Is surveillance required (if not, why)?
- If surveillance of a requirement is required, what is the necessary frequency?

Each matrix also contains the following footnotes that define surveillance categories and, if required, the necessary surveillance frequency:

- Construction/start up
- Administrative/legal
- Duplicate compliance measures
- Continuous monitoring
- Conditional requirement (periodic monitoring)

Annual reviews facilitate program improvement and modifications necessary to reflect changing conditions.

These functions are the responsibility of the SPCO Right-of-Way Section. Administratively, the Right-of-Way Section is comprised of two teams, a Lease Compliance Oversight Team and a Lease Administration Team.

The following is a list of major 2003 accomplishments by the SPCO/DNR in permits, contracts, and authorizations for pipeline right-of-way leases, grants of right-of-ways, and other supporting documents.

Trans-Alaska Pipeline

Land Use Permits

- 20 issued
- 3 closed
- 28 active

Material Sites

- There are 29 active material sites on state lands. Annual site inspections are conducted.

- In 2003 the Mining and Reclamation Plans (Alaska Statute 27.19) were revised and approved on each active material site.
 - 9 issued contracts in 2003
 - 3 closed
 - 1 pending
 - 36 surveillance reports completed on state sites

Material sites are inspected to determine:

- *compliance with Stipulation 2.6 of the Grant and Lease,*
- *Alaska Statute 27.19, and*
- *Alyeska contractual commitments*

Temporary Water Use Permits

- 5 issued
- 4 closed
- 29 active

Amendments for TAPS (processing an amendment includes public noticing, preliminary decision, final decision, amendment document, notice to proceed, and as-built survey)

- 3 issued amendments:
Pipeline Mileposts 230, 228.9, and 219.5
- 3 pending amendments:
Pipeline Mileposts 67.8, 242, and 271.4
- 3 as-built surveys approved

Authorizations

- 9 authorizations were issued

Grant of Right-of-Way for TAPS Access Roads

- 95 active Grant of Right-of-Ways on state lands
- Oil discharge prevention and contingency plan containment site Authorization renewal, ADL 63574, was issued

Other Pipeline Accomplishments during 2003:

Kenai-Kachemak Pipeline (right-of-way lease issued in November of 2002 and constructed in 2003)

- Reviewed and approved the construction plan for 2003 construction of the pipeline.
- Worked on concurrence of the pipeline realignment at Crooked Creek.
- Reviewed and approved the Surveillance and Monitoring Program for the Kenai Kachemak Pipeline.
- Working with the Lessee on the formal appraisal of the right-of-way.
- As-built survey was submitted for review and approval.

- Amendment filed for an extension of the pipeline (Happy Valley Extension).

Kuparuk and Kuparuk Extension

- Finalized the guaranties from BP Corporation North America Inc. and released guaranties from The Standard Oil Company for the Kuparuk and Kuparuk Extension Pipeline Right-of-Way Leases.
- Amended the Kuparuk Right-of-Way Lease to include lands for the pig launcher shelter.

Alpine Pipelines

- Finalized the amendment to renew the Alpine Oil and Diesel Pipeline Right-of-Way Leases from 10 to up to 30 years pursuant the change in the statutes, AS 38.35110(a).
- Approved the transportation of “products” as defined in AS 38.35.225(8) through the Alpine Diesel Pipeline.



Alpine – photo by SPCO

- As-built survey for the Alpine Pipelines was submitted for review and approval.
- Five-year reappraisal completed for the Alpine Oil and Diesel pipeline Right-of-Way Leases and the Grant of Right-of-Way for the Alpine Utility Pipeline.

Badami Pipelines

- Addressed request by BP Transportation Alaska to temporarily suspend service by the Badami pipelines to coincide with the suspension of oil production at the Badami Unit. The Badami Oil Pipeline remains maintained in a “warm shutdown.”
- As-built survey for the Badami Pipelines was submitted for review and approval.
- Completed the acceptance of the guaranties from BP Corporation North America Inc. and released guaranties from The Standard Oil Company for the Badami Pipeline Right-of-Way Leases.

Northstar Pipelines

- As-built survey for the Northstar Pipelines was submitted for review and approval.

- Completed the acceptance of the guaranties from BP Corporation North America Inc. and released guaranties from The Standard Oil Company for the Northstar Pipeline Right-of-Way Leases.

Nuiqsut (North Slope Borough Gas Pipeline)

- As-built survey for the Nuiqsut Pipeline was approved.
- Five-year reappraisal completed for the Nuiqsut Pipeline Right-of-Way Lease.
- Working with the North Slope Borough on other lease requirements.

Tesoro Alaska Pipeline Company (Nikiski) Right-of-Way Lease

- Worked with the Lessee on the replacement of a stopple T at the Anchorage International Airport within the right-of-way.
- Working with the Lessee on the reappraisal of the Tesoro Alaska Pipeline Company (Nikiski) Right-of-Way Lease.

Point Thompson Gas Cycling Pipeline Right-of-Way

- Public noticed the application and attended meetings.
- Work on the project has been suspended until further notice from the applicant.

Annual Surveillance and Monitoring Inspections and Reports were conducted and completed on the following Right-of-Way Leases:

- Badami Oil and Utility Pipelines
- Endicott Pipeline
- Kuparuk Pipeline
- Kuparuk Extension Pipeline
- Oliktok Pipeline
- Northstar Shoreline Transition Site
- Badami – Sag River Weir Site
- Milne Point Oil and Products Pipelines

Annual State Pipeline Coordinator's Reports were completed on the following Right-of-Way Leases:

- Badami Oil and Utility Pipelines
- Endicott Pipeline
- Kuparuk Extension Pipeline
- Oliktok Pipeline
- Milne Point Oil and Products Pipelines
- Kuparuk Pipeline

ADNR, Office of Habitat Management and Permitting (OHMP) Role in JPO

Permits/Comments	Totals
Fish Habitat Permits issued	45
Hazing Permits issued	2
Applications resulting in "No Permit Required" letters issued	5
Fish Habitat Permit applications withdrawn	0
Formal written comments on other agency permits/authorizations	3

- Reviews Alyeska applications for Fish Habitat Permits under AS 41.14.840 and AS 41.14.870. OHMP issues permits, conducts compliance inspections (using JPO surveillance procedures), and takes enforcement actions when necessary.
- Participates in and oversees Alyeska oil spill drills and training exercises.
- Oversees oil spill response for those spills potentially impacting fish and wildlife habitat and populations.
- Acts as the fish and wildlife expert in the JPO and reviews and comments on TAPS designs and other agency permits to provide expertise on protection of fish and wildlife habitat and populations.
- Prepares surveillances and assessments that document Alyeska compliance with environmental and other stipulations of the Grant/Lease.
- Assures that permits and authorizations are consistent and that environmental and pipeline integrity concerns are balanced.

The ADNR/OHMP Habitat Biologist also conducts inventory and research projects to improve the precision of information known about fish and wildlife populations and habitats along TAPS. For example: under a Reimbursable Service Agreement with Alyeska Pipeline Service Company, OHMP staff hired a two-person crew as part of a single-season field investigation in 2002. The goal of the project was to verify the presence or absence of fish in select streams along the 800-mile Trans-Alaska Pipeline System right-of-way. The project entailed established sampling stations immediately adjacent to the intersections of selected water bodies with the TAPS corridor. At these field stations, information on aquatic habitat characteristics and fish presence was entered directly into a proprietary database using a rugged field-capable laptop computer. Fish were collected with backpack electrofishers, minnow traps, seines, or visually observed. A total of 662 fish were captured at 42 of 181 stations (174 stream locations); 10 fish species (6 *Salmonidae*, 1 *Catostomidae*, 1 *Cottidae*, 1 *Gadidae*, 1 *Gasterosteidae*) were observed in the sampling. All data were summarized for the TAPS 2002 Fish Habitat Survey Project and Technical Report 02-07 was produced for publication in 2003.

ADNR, Office of Project Management and Permitting (OPMP), Alaska Coastal Management Role in JPO

The OPMP was created by Executive Order 106 in 2003 in the Commissioner's Office of the Department of Natural Resources to act as the lead agency for Large Project Permitting (LPP) and the Alaska Coastal Management Program (ACMP).

OPMP is also the lead agency for state participation in implementation of the Alaska National Interest Lands Conservation Act (ANILCA).

- Alaska Coastal Management Program (ACMP) individual reviews: 9
- No review required reviews: 93
- Applicant/industry phone inquiries: average a minimum of 10 per week per annum

Agency/Industry Meetings:

Kenai Refuge – 1	Nuiqsut/Colville/Spine Road - 1
DNR/JPO Meetings – 41	Pt. Thomson – 25
Alpine – 48	JPO Liaison - 40
JPO ROW – 3	JPO TAPS - 2
JPO Alyeska – 16	Alaska Oil and Gas Association - 1
MMS – 2	US COE - 3
West Dock – 2	Gas Pipeline - 3
EPA – 6	Tundra Access – 8 hours
NE National Petroleum Reserve-A - 2	MMS Workshop – 2
Evergreen Shallow Bed Gas Methane –1	BLM – 4
North Slope Borough – 2 day workshop, 1 meeting w/legal counsel	

Facilitated Meetings (Preapplication and ongoing projects): Total: 51

ConocoPhillips Alaska Drill Site 1 J – 2	Veco –3
Anadarko – 7	Total Fina Elf - 3
Red Dog – 2	Beluga - 11
Remote Terminal Unit 3 – 2	Aurora/Fairweather – 5
Pt. Storkersen – 2	Marathon - 1
Burglin – 2	Kuparuk River Crossing – 4
Happy Valley – 4	
Petrostar Gas Pipeline in Valdez Trail – 1	
VECO proposed pipeline meeting to Donlin Creek - 2	

Outreach/Projects & ACMP Inquiries: 15

Field Work:

Happy Valley Extension
Oberon Winter Exploration
Oberon Follow Up Spring Trip
Alpine Satellites/NPRA

Alaska Department of Environmental Conservation



DEC has three staff assigned to the JPO. The JPO liaison is located in the Valdez office with two representatives in Anchorage. As with all of the agencies, DEC can draw upon other experts in the Department when needed.

One of the key responsibilities of the JPO liaison is to coordinate the resolution of TAPS issues with affected DEC programs so that JPO efforts and outputs are consistent with DEC policies and authorities. In addition, the liaison is tasked with ensuring the issues are handled and completed in a manner and format useful to other agencies with related jurisdictions.

In 2003, the DEC liaison assisted other JPO liaisons and the State Pipeline Coordinator (SPC) and Authorized Officer (AO) in the coordination and completion of projects where overlapping oversight was apparent including:

- Review of state and federal interpretations of the TAPS Lease and Grant to ensure consistency with current DEC regulation and policy.
- Review and approval of DNR Temporary Water Use Permits.
- Provided comments to the State Fire Marshal regarding the VMT Ballast Water Treatment process, issues, and ramifications of removing gravity separation tanks from the current operation of the facility.
- Provided two-way communication between JPO and DEC.
- Coordinated activities with DEC management and relevant DEC Program Managers for Oil Spill Contingency Plans, Milepost 400 Bullet Hole Incident follow-up, Ballast Water Treatment, Water Quality, and Air Quality.
- Incorporated DEC objectives into JPO Annual Work Plans.

DEC's Industry Preparedness Program (IPP) has the responsibility to approve state-required oil discharge prevention and contingency plans for the TAPS and VMT, monitor Alyeska's readiness to respond to oil discharges, and evaluate Alyeska's oil discharge response abilities during oil spill drills.

DEC, BLM, and EPA staff form the JPO Oil Spill Response Group to work issues year round. They also meet monthly with the TAPS Response Planning Group to discuss plan approval process issues and plan amendments, check to make sure the plan is up to date, technology is reviewed, equipment and personnel are available, and training is conducted. Particular emphasis to be placed on any compliance issues in light of Alyeska's recently proposed Strategic Reconfiguration Project.

In 2003, the Preparedness group accomplished:

- Milepost 400 follow-up.

- Conditional Contingency Plan approval for Strategic Reconfiguration.
- Revised response scenarios required by Condition of Approval from the 2001 TAPS Contingency Plan (to be closed in 2004).
- Monthly Response Planning Group meetings.
- Participated in and evaluated major TAPS and VMT exercises.
- Inspected Tank 110 at Pump Station 1.
- Performed site visits to Pump Station 7 to review spill equipment trailers.
- Reviewed and approved the VMT Contingency Plan.
- Conducted major VMT facility inspection focusing on storage tanks.

Extended DEC expertise includes four full-time employees assigned for technical oversight from Water Discharge Permits Program staff. One position is based in Anchorage and three are in Fairbanks. These include: technical engineering, supervisory management and technical staff (one engineer and one environmental specialist). The positions are not solely dedicated to the VMT and are responsible for: negotiating with EPA and certifying the National Pollutant Discharge Elimination System (NPDES) discharge permit at the ballast water treatment facility (NPDES AK0023248), reviewing discharge monitoring reports, conducting inspections, and issuing authorizations under the line-wide TAPS general permit (AK005056303).

In the past three fiscal years, the Water Permits section has coordinated with staff from Spill Prevention and Response (SPAR) on review of the renewed contingency plan since operations at the Ballast Water Treatment (BWT) facility could be impacted if contaminated water were to be processed through the plant. Several high level meetings with management and technical staff from SPAR, Air Water and Quality, Air and Water Divisions, and JPO ensured that the new Contingency Plan addressed all media. The permits section coordinated with on-site JPO staff to address and resolve issues with paraffin build up in the BWT 90s tanks. The JPO staff augmented the DEC inspection presence at the site and assisted with review of draft NPDES permit conditions. DEC discharge staff and management attended several Prince William Sound Regional Citizens Advisory Council (PWSRCAC) meetings in both Valdez and Anchorage. They also met with contractors conducting research for PWSRCAC to incorporate the findings from their studies into NPDES monitoring.

The principal task for the discharge permits staff in fiscal year 2002 through fiscal year 2004 has been working with EPA, Alyeska Pipeline Services, and PWSRCAC on the NPDES renewal. The table below outlines specific tasks associated with NPDES oversight and renewal.

2001-2003 ADEC VISITS TO BWT/VALDEZ

Date(s)	Staff	Purpose of Visit
1/22/01- 1/23/01	Luke Boles, Sharmon Stambaugh	BWT site visit, including meeting with Ron Doyel and Dan Lawn (ADEC), and to meet with members of RCAC.
6/11/01- 6/12/01	Luke Boles, Sharmon Stambaugh	Attend BWT Working Group meeting and BWT site visit.
8/28/01- 8/29/01	Luke Boles	Accompany scientists on annual sediment biota and chemistry sampling.
10/3/01- 10/4/01	Luke Boles	Accompany EPA on annual inspection and met with Ron Doyel (ADEC) and Tom Kuckertz (RCAC)
6/14/02	Luke Boles, Sharmon Stambaugh, Alan Love	Conduct a facility inspection and an audit of the on-site lab
10/30/02	Luke Boles	Attend BWT Working Group meeting and BWT site visit.
9/8/03	Luke Boles	Conduct a facility inspection and accompany the scientists on annual sediment biota and chemistry sampling.

OTHER 2001-2002 BWT RELATED ACTIVITIES

Date(s)	Staff	Activities
2/7/01	Luke Boles, Sharmon Stambaugh	Met with Carl Lautenberger (JPO/EPA), Cindi Godsey (EPA) and Mike Wrabetz (JPO/BLM) to discuss BWT oversight and Alyeska "line wide" NPDES Permit (AK-005056-3) issues.
5/3/01	Luke Boles	Met with principal scientists (Feder, Shaw and Blanchard) of Alyeska's environmental monitoring program to discuss issues and 2000 annual report.
2/13/02	Luke Boles, Sharmon Stambaugh	Met with scientists contracted by Regional Citizens Advisory Council (Jim Payne and Joe Kalmar) to discuss the NPDES renewal process.
4/9/02 and 4/10/02	Luke Boles, Sharmon Stambaugh	Participate in BWT Working Group teleconference.
4/2002	Luke Boles, Sharmon Stambaugh	Work with Division of Governmental Coordination (now DNR Office of Project Management & Permitting) and EPA on authorization to allow Navy ship discharge bilge water to BWT.
6/2002-present	Luke Boles, Sharmon Stambaugh	Work with statewide Public Services and Alyeska on crude skimming in 80s and 90s tanks.
2001-present	Luke Boles, Sharmon Stambaugh	NPDES permit renewal tasks including: review of technical reports, drafting of permit and certificate language, review and response to comments on draft permit and cert, discussions with commenters and with EPA, research on analytical methods, etc.
2000-present	Luke Boles, Sharmon	NPDES permit oversight tasks including: review

	Stambaugh	and response to activity notifications under the NPDES permit, review of Discharge Monitoring Reports (monthly) and Whole Effluent Toxicity testing results (quarterly), periodic calls with BWT personnel to discuss facility changes and/or issues, inspections, requests for BWT tanker influent analyses, review of Contingency Plan drafts, etc.
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DEC has responsibility for issuing discharge authorizations under EPA's NPDES permit, AK005056-3, the line-wide permit for activities along the pipeline corridor. These activities include dewatering of trenches and hydrostatic testing of pipe as part of Alyeska's ongoing maintenance and inspection program. Between July 2002 and September 2003, DEC certified 46 separate dewatering projects. No inspections at the pipeline mileposts have been conducted. Discharge Monitoring Reports have been received and reviewed, including monitoring reports from the Pump Stations for sewage discharge. Alyeska has been in compliance with their discharges.

Drinking Water - Alyeska upgraded the drinking water system at the VMT, to include replacement of the infiltration gallery in Allison Creek. DEC did system review and approval for the system modifications and was active in the oversight of the installation.

DEC Air Quality program issued certifications for Air Quality permits on TAPS (Pump Stations 1 - 10, and 12) as well as the Title V permit for the VMT. In addition, Air Quality construction permits were reviewed and issued for Alyeska tank cleaning activities at the VMT. DEC also supported the JPO concerning the air quality issue relating to North Slope pipelines (Badami) to allow flaring associated with State Pipeline Coordinator required inspections and testing.

DEC was active in support of the JPO through ongoing coordination of Department and JPO activities, between the JPO agencies and Pipeline operators.

Department of Labor

Alaska Dept of Labor & Workforce Development

Department of Labor Safety Liaison Activities - The Department of Labor Safety Liaison serves as the Labor Program Manager for JPO work and technical and policy liaison to the JPO. Major activities are listed:

- Coordinates with JPO managers to accomplish Labor objectives through execution of the JPO work plan and other JPO efforts and coordinates with other JPO staff so that field surveillance occurs in as efficient a manner as possible.
- Evaluates Alyeska compliance with Sections 9 and 16 and Stipulations 1.18, 1.20, 1.21, and 4.1 of the State Right-of-Way Lease and Sections 9 and 16 and

Stipulations 1.18, 1.20, and 1.21 of the Federal Agreement and Grant of Right-of-Way.

- Conducts annual safety inspections of pipeline facilities.
- Reviews summary reports of Alyeska accidents and incidents for trends.
- Investigates significant accidents and incidents associated with TAPS operations.
- Consults with JPO staff on safety issues, as requested by the State Pipeline Coordinator.
- Assist the JPO Employee Concerns Resolution Program with issues that relate to Labor authorities and missions.
- Serves as the initial contact and coordinator for JPO agency representatives and the public and for Labor programs within JPO.
- Manages administrative functions concerning Labor within JPO.
- Serve as JPO Safety Officer.

ADOL Enforcement Activities (other than electrical) - Occupational Safety and Health Administration (OSHA) cited Houston NANA for failure to properly record injuries on the OSHA 200 log in March 2002. There was an informal conference and the case has been referred to the Board for Appeal who has not heard the case.

Work Plan Accomplishments

Work Plan Activity	
Surveillances conducted	11
Assessments conducted	0
Accidents investigated	0
CMP input	0
JPO staff consultations	22
Employee Concerns Program (ECP) investigations & consultations	0

Other Accomplishments

- Assisted with the JPO work plan.
- Conducted an informal evaluation of Alyeska's work process with the State Fire Marshal.

Department of Labor Electrical Inspector Activities - The Electrical Inspector conducts inspections of new electrical systems and modifications of existing systems to determine Alyeska compliance with the National Electric Code, National Electric Safety Code, and electrical licensing requirements.

The Electrical Inspector averages two trips per month to TAPS facilities to conduct inspections. The Electrical Inspector also:

- Provides written and verbal electrical code interpretations to Alyeska and their contractors.

- Consults with JPO staff on electrical issues.
- Assists the JPO Employee Concerns Resolution Program.

Inspection Activity

Inspections	Notices of Violation Issued	Cert of Fitness Checked	Contractor' Licenses	Cease & Desist Issued
39	1	23	2	
77	13	18	2	0
116	14	41	4	

Work Plan Accomplishments

Work Plan Activity	
Code interpretations - verbal	65
Code interpretations - written	5
JPO staff consultations	44
ECP investigations & consultations	0

Non-TAPS Activities

The electrical installation of the Kenai-Kachemak Gas Pipeline was inspected. This was new construction of a 32-mile natural gas 12-inch pipeline that runs from milepost 128 of the Sterling Highway to the Kenai Gas Field on Kalifonsky Beach Road.

Fire Marshal/Public Safety



The 2002 fire prevention inspections conducted at all Alyeska facilities identified 195 violations on TAPS (all have since been corrected) and 51 violations at the VMT (all but five have been corrected). There were 432 fire prevention inspections of all Alyeska facilities conducted in May and June 2003. The 2003 inspections showed a major improvement in Alyeska's fire hazard recognition program and the priority they placed on fire prevention. Although 65 violations were found, all but three were corrected immediately or before the report of inspection could be finalized.

All violations noted in 2000 and 2001 were followed-up and closed out or are in other programs that are being tracked separately.

Participated in a third party review of Alyeska fire systems required by the State Fire Marshal. All safety and functionality issues on the pump station fire systems were repaired by June 30, 2003. All of the code compliance issues were documented and

modifications requests were approved. These modification approvals require Alyeska to have all fire systems in complete code compliance by December 31, 2005.

Halon enclosure integrity testing was required on all Alyeska buildings.

Flammable gas detection systems were reviewed and the testing procedure for these devices was changed so that they are tested with the type of gas that would be a hazard in the location where the device is located. (Methane in high locations and propane in low areas).

Participated as the authority having jurisdiction on many of the fire system tests conducted including the subsurface foam tests in the storage tanks at the VMT and halon enclosure tests.



**VMT Fire Foam Tests,
photo by Chet Weger**

Revisited fire system violations at the VMT – ongoing.

Reviewed and approved several VMT projects, for example: fire alarm upgrade, changes to the foam systems at the east and west metering buildings, changed out of controllers for several fire pumps.

Required removal of excess crude from the BWT 90's tanks at the VMT and worked with Alyeska to assure removal was completed in a safe and timely manner.

Wrote a technical paper on Alyeska fire protection systems.

Required a review and documentation of all temporary buildings and storage conexes at TAPS locations.

Established building records on all Alyeska buildings and facilities. The information was provided to Alyeska.

Resolved long-standing issues concerning Alyeska's fire brigades and training requirements.

Established the fire safety criteria then reviewed and approved the plans for Pump Station 12 going to warm stand-by.

Conducted over 51 plan reviews of Alyeska projects.

Worked with Alyeska to:

- Review and correct issues with the fire systems at the DRA buildings at Milepost 238 and Pump Station 9.
- Put in a system to assure proper reporting of all fire systems that are out of service.
- Develop a monthly electronic report on all fire system testing.
- Implement a fire system valve supervisory program for the VMT.
- Assure all fire incidents at TAPS facilities are properly reported.

Bureau of Land Management



BLM is the lead federal agency in the JPO. Unlike the lead state agency, ADNRR, that have management responsibilities for and administer a number of pipeline rights-of-way, the bulk of BLM's work involves TAPS monitoring activities, project oversight, plan reviews, and administrative functions (**refer to Chapter Two to review oversight activities**). BLM issues land use authorizations and mineral material sales for off right-of-way activities. BLM also authorizes, contracts, or participates in the following:

- Right-of-Way Grants
- Temporary Use Permits
- Mineral Material Sales - Annual site inspections are conducted. Material site inspections are conducted to determine compliance with Stipulation 2.6 of the Grant and Lease, Alaska Statute 27.19, and contractual agreements with Alyeska.
- National Environmental Policy Act (NEPA) actions

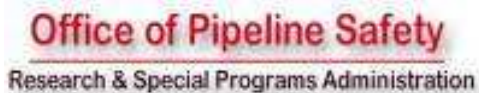
Actions	Totals
Mineral Material Disposals	6
Material Sale Contracts	38
Operating Material Site Inspections	67
Lands/Realty/Geophysical Leases	3
Rights-of-Way Actions	2
Realty/Geophysical Compliance Inspections	36
Amendments – Pipeline Mileposts 230, 228.9, and 219.5	3
Pending Amendments – Pipeline Mileposts 242 and 271.4	2

JPO has been coordinating communication between the BLM, Alaska Fire Service, and Alyeska in regards to establishing areas along the right-of-way that may need brushing, and areas that have structures or bridges. The fire service is developing a database for the right-of-way so in the event of a fire, they know what is in the area and what type of response is needed. This effort was put on hold by the Alaska Fire Service until they can support it at a later date.



**Picture of caribou at Pump Station #1 on the North Slope,
taken by Lois Simenson, JPO, August 2003 during field surveillance.**

Department of Transportation/Office of Pipeline Safety



The U.S. DOT/OPS mission is to ensure the safe, reliable and environmentally sound operation of America's pipeline transportation system. OPS:

- develops pipeline safety regulations and standards,
- inspects natural gas and hazardous liquid pipelines to ensure regulatory compliance,
- sponsors pipeline safety research and programs,
- outreaches to communities and responds to public inquiries.

Recently, OPS implemented rules on Pipeline Integrity Management (IM) in High Consequence Areas for Hazardous Liquid Operators. The regulations are found in §49 CFR, Part 195. These rules, effective May 29, 2001 and February 15, 2002, specify regulations to assess, evaluate, repair and validate through comprehensive analysis, the integrity of hazardous liquid pipeline segments that, in the event of a leak or failure,

could affect populated areas, areas unusually sensitive to environmental damage and commercially navigable waterways.

In addition, OPS has implemented rules on Qualifications of Pipeline Operators (OQ). This rule requires pipeline operators to develop and maintain a written qualification program for individuals performing covered tasks on pipeline facilities. The intent of this qualification rule is to ensure a qualified workforce and to reduce the probability and consequence of incidents caused by human error.

OPS' Alaska District office is currently inspecting pipeline companies in Alaska to determine compliance with the new IM and OQ regulations. OPS has completed both the IM (February 2004) and OQ (June 2003) inspections on the Trans-Alaska Pipeline.

For more information, visit <http://ops.dot.gov>

Environmental Protection Agency



The EPA Liaison to the JPO represents his agency's interests and is the Federal-On-Scene-Coordinator for all discharges inland. As a member of the JPO Oil Spill Team (representatives from EPA, DEC, and BLM), he is involved in the following:

- planning, participation, and oversight of oil discharge exercises and
- follow-up of after incident action plans (a number of commitments are on-going or remain to be completed for the Milepost 400 Bullet Hole Incident).

EPA works with the Alaska Department of Environmental Conservation to administer regulatory programs such as the Clean Air Act, Clear Water Act, and Oil Pollution Act.



**Homeland
Security**

U.S. COAST GUARD



While the Coast Guard has responsibilities associated to Homeland Security and oceanic activities, it also has functions that relate to JPO and pipeline and facility oversight.

JPO Bridge Monitoring and Surveillance for TAPS

The JPO Technical and Design Review Section (T&DR) monitors TAPS and Alyeska activities related to inspection, monitoring and surveillance of Pipeline, Access Road and Work Pad Bridges to verify compliance with the Grant and Lease, federal and state laws and regulations, identify deficiencies, and compel corrective action.

Between Valdez and Prudhoe Bay, the TAPS crosses rivers about one hundred times, and hundreds more streams, sloughs, gullies, and bogs. Most of these crossings are buried. Elevated crossings include locations where the Vertical Support Member (VSM) supported pipe spans a stream and the 13 locations where pipeline bridges have been constructed.

Access roads and the work pad adjacent to the mainline pipe support the operations, surveillance, and maintenance of TAPS. Approximately 150 access roads traverse state, federal, municipal, and private lands to provide access from public roads to the pipeline ROW. Eleven Access Road Bridges and thirty-four Work Pad Bridges are constructed across drainages along the pipeline work pad throughout the TAPS route. Based on the approved JPO Oil Spill Contingency Plan, Access Road and Work Pad Bridges are assigned three JPO approved categories as follows:

1. Category I Bridge – These bridges are expected to be immediately available for use subsequent to design level earthquakes, and are not expected to require post-earthquake engineering evaluation or repairs to use.
 - a. Provides the only access to an area
 - b. Required for oil spill response
 - c. Required for heavy equipment access
 - d. Located on material site access roads
 - e. Required for pipeline maintenance
2. Category II Bridge – These bridges, particularly those constructed prior to 1998, are expected to require some level of post-earthquake engineering evaluation prior to use, with the potential of some repairs. Somewhat less stringent criteria, equating to a higher level of acceptable risk of some damage, are used because the access requirements for maintenance functions are less time critical and some means of redundant access is provided.
 - a. Provides the only reasonable access to the pipeline. Reasonable access is defined as not requiring traveling more than five miles along the work pad and access roads to reach any spot along the pipeline and/or not requiring traversing extreme grades.
3. Category III Bridge – These bridges are to expedite pipeline reconnaissance and are expected to be immediately available for use following design level earthquakes, with vehicle loadings that are relatively light and place low demands on the bridge structures. The risk of some damage to the bridge

structures is accepted, but only of a type that is unlikely to make the bridge unsafe for immediate post-earthquake use by light reconnaissance vehicles.

a. All other bridges not covered by Categories II and I.

The DNR, BLM, and the U.S. DOT exert regulatory jurisdiction over TAPS Bridges (Pipeline, Access Road, and Work Pad). In addition, the USCG has regulatory authority over structures located over navigable waterways. The USCG require permits be obtained for bridges over navigable waterways prior to construction.

To comply with Section 9 and Stipulation 1.18.4 and 3.6 of the Grant and Section 16 and Stipulation 1.18.4 and 3.6 of the Lease and USCG permits, the USCG/JPO TAPS Bridge Inspection Program was developed, approved and incorporated into the existing JPO and APSC surveillance and monitoring programs in 1995.

Alyeska design, surveillance and monitoring program(s) incorporate the following documents:

- MP-166: Alyeska procedures for Integrity Management Engineering Monitoring are found in the MP-166 series.
- MP-167: Standard company processes and procedures are found in *MP-167, Maintenance System Manual*, for notifying Integrity Management Engineering of notable conditions via Pipeline Surveillance Reports, and for Integrity Management Engineering to issue Engineering Recommendations for major corrective items.
- MS-31: Procedures for tracking notable conditions are documented in *MS-31, Surveillance Manual*.
- MR-48: Procedures for bridge maintenance are documented in *MR-48, Trans-Alaska Pipeline Maintenance and Repair Manual*.
- S-503: *S-503 Guide for Design, Inspection, and Modification of Access Road and Workpad Bridges* governs the design, modification, load rating, and inspection of Alyeska access road and workpad bridges. This specification is applicable to the design of all new or replacement access road and workpad bridges, retrofits and up-grades of existing bridges, evaluation and load rating of existing bridges, inspection of existing bridges, and load posting of all bridges.
 - Pipeline bridges are excluded from this specification (S-503).
 - S-503 is supplemented by the provisions of the American Association of State Highway Transportation Officials (AASHTO) documents noted in Section 1.9.1, and by Specification S-510, “Seismic Design Criteria for Structures,” as noted in Section 1.9.2.

Methodology contained within these Alyeska documents and the approved USCG/JPO TAPS Bridge Inspection Program has been used since 1995 to monitor and maintain all TAPS Bridges to comply with the Grant/Lease and approved design basis and criteria.

JPO monitoring of Alyeska's bridge inspection, monitoring and surveillance programs include:

- Validating compliance with required field surveillance, inspection and analyses within the JPO approved TAPS Bridge Inspection Program. The approved program requires:
 - General inspection of bridges on an annual basis and inspection reports submitted to JPO for review.
 - Structural inspection of all bridges performed as per AASHTO "Manual for Bridge Maintenance" at intervals not to exceed 5-years by a registered engineer to certify structural integrity of the bridges. Inspection reports are to be submitted to the JPO for review.
 - General inspection to occur on bridges after a major environmental event, such as flooding, earthquakes, high winds, or major snowfalls exceeding or near the design load limits.
 - Major structural damage or suspected damage discovered as a result of these inspections be inspected by Alyeska engineering staff and brought to the immediate attention of the JPO.
 - Alyeska provide to JPO a report of the status of inspections on a quarterly basis that includes a listing of bridges and date of next inspection. The list provided shall include the status of repair/remedial work or maintenance activities.
- Assess closeout and corrective action resolution,
- Active monitoring through field surveillance,
- Review of Alyeska implementation manuals for bridge surveillance, inspection and maintenance, and
- Review of project work and safety plans.

2002 Monitoring

To verify compliance with the Grant/Lease, approved design basis and criteria and the approved USCG/JPO TAPS Bridge Inspection Program, Alyeska provided an annual report titled MP-166-2.09, "Access Roads and Work Pad Bridge Monitoring" which is an annual assessment of the Bridges and Permitted Stream Crossing Sections of the TAPS based on data and observations collected during the Field Year (FY) 2002. The 2002 MP-166 report, titled 2002 Bridges and Permitted Stream Crossings Annual Report and dated May 9, 2003, was compiled from information provided by Alyeska Operations, Surveillance, the Integrity Management Engineering Team, Rivers and Flood Plains Monitoring Program, Aboveground Maintenance Programs, and Projects Team.

Alyeska's 2002 MP-166 report identified the following monitoring was conducted for TAPS Bridges during FY 2002:

1. Alyeska's inspection department completed annual visual inspection of the 13 TAPS pipeline bridges.
 - Alyeska Engineering states no major issues were identified in the visual inspection reports.
2. Appendix C, "2002 Access Road and Workpad Bridge Evaluations, French Creek 0 to Solomon Creek" engineering evaluation report identifies eighteen of the 45 total access road and work pad bridges were completed in July, 2002 by a professional engineer consultant registered and residing in Alaska.
 - One work pad bridge inspection (No Name/North Fork of the Ray River at MP 329.3) was deferred to 2003 by Alyeska engineering. The reason stated for deferring this inspection was in order to put this bridge on the same inspection schedule as other bridges in that area.
 - According to Appendix C, "2002 Access Road and Workpad Bridge Evaluations, French Creek 0 To Solomon Creek" engineering evaluation report,
 - i. Evaluations were in general accordance with Alyeska Specification S-503 "Guide for Design, Inspection, and Modification of Access Road and Workpad Bridges," Section 2.4 "Bridge Inspections."
 - ii. Under the terminology of the AASHTO *Manual for Condition Evaluation of Bridges* (MCEB-2), these evaluations were comparable to "Routine Inspections," whereas the 1998 evaluations of the bridges inspected were more closely to "Initial Inspections."
 - iii. Furthermore, "These evaluations were completed within the constraints of a challenging budget, which necessitated taking into account the recentness of the comprehensive Access Road and Workpad evaluations, repairs, retrofits, and load rating analyses completed in the 1998-2001 timeframe under Project F113."
 - Alyeska's MP-166 report states "No adverse conditions requiring immediate maintenance were identified. Planned maintenance can accommodate noted items. No surveillance issues regarding adverse conditions on pipeline bridges, long span pipeline crossings, or work pad and access road bridges were reported in 2001."
 - i. Appendix C, "2002 Access Road and Workpad Bridge Evaluations, French Creek 0 To Solomon Creek" engineering evaluation report, identifies "In general, the bridges are in good condition following implementation of the F113 Project. There are a limited number of instances where the existing load rating may be non-conservative, and these are reported in the Appendices.

There are some cases where corrective actions are recommended, such as to slow the rate of deterioration of a timber deck.”

- ii. “The bridges in this scope of work should be scheduled for inspection again in five years. The monitoring exceptions are as noted for bridges subject to special erosion concerns following extreme high-water events.”
3. Alyeska Engineering performed RCM Assessment for the Shaw Creek Plate Girder Pipeline Bridge as it is located within the highest earthquake zone along TAPS. In lieu of performing individual assessments for each of the seven Plate Girder Pipeline Bridges, Alyeska is applying the RCM Assessment for the Shaw Creek Plate Girder Pipeline Bridge to all seven.
 - Alyeska’s conclusion of the Shaw Creek Plate Girder Pipeline Bridge RCM Assessment resulted in recommending the following:
 - i. A ten-year professional engineering (structural) inspection of this type of Pipeline Bridge,
 - ii. Elimination of annual inspections on this type of Pipeline Bridge, and
 - iii. Continuation of annual surveillance assessment by Maintenance Coordinators.
 - Alyeska revised future scheduled (annual and structural) inspections for this type of Pipeline Bridge based on the Shaw Creek Pipeline Bridge RCM Assessment.
 4. Alyeska planned to perform an RCM Assessment of the two cable suspension pipeline bridges (Tanana and Tazlina River) and the Gulkana River Tied Arch pipeline Bridge in June 2003.

**Pictured - Tanana
River Suspension Bridge,
Milepost 531.2.
Suspension 1,299 feet**



JPO review of Alyeska's 2002 annual MP-166 report and its Appendices identified the following:

- Required documentation, to verify compliance with the Grant/Lease, approved design basis and criteria, and the approved USCG/JPO TAPS Bridge Inspection Program, was not included in the MP-166 report.
 - i. JPO requested the following documentation (e.g., inspection reports) be submitted to assist in verifying compliance:
 1. Annual inspection reports for all 13 Pipeline Bridges and the remaining 27 Access Road and Workpad Bridges.
 2. The five-year structural inspection report for the Tanana River Cable Suspension Pipeline Bridge completed in 2001.
 3. The five-year structural inspection reports, by a registered engineer in the State of Alaska, for the nine Pipeline Bridges, two Access Road and two Work Pad Bridges identified by Alyeska as requiring one in 2002.
 4. A listing and schedule of the planned pipeline, access road and work pad bridge inspections for 2003.
- RCM Assessment recommendations for Steel Plate Pipeline Bridges conflict with inspection and documentation requirements in the Grant/Lease and approved USCG/JPO TAPS Bridge Inspection Program. Furthermore, using Maintenance Coordinators to perform Pipeline, Access Road and Work Pad Bridge Inspections raised a concern whether (a) this meets MR-48, MS-31, S-503 and DB-180 requirements, (b) the level of training being provided to an Maintenance Coordinator is adequate and conforms with industry standards required for performing bridge inspections, and (c) adequate Quality Control is being performed by Alyeska for this issue.

JPO T&DR will be following up, in 2003-2004, with:

1. Assessing the RCM methodology being used for TAPS Bridges.
2. Verifying the applicability of applying one RCM Assessment to all similar type bridges without consideration of the current structural conditions of each and recommended monitoring by Engineers identified in previous annual and/or structural inspection reports, validating 5-year structural inspections are current and validation that all previous structural engineering recommended repairs have been completed.

3. Verifying general, annual and 5-year structural inspections for TAPS Bridges (e.g., Pipeline, Access Road and Work Pad) are current.
4. Ensuring adequate Quality Control is being performed within Alyeska regarding training in-house personnel and third parties to inspect bridges as required by the approved USCG/JPO TAPS Bridge Inspection Program, DB-180, S-503, MR-48, MS-31, supplemental AASHTO references and the Grant/Lease.
5. Verifying APSC personnel performing bridge inspections are qualified inspectors.
6. Ensuring all recommended repairs, monitoring and assessments are closed out and resolved in a timely manner.
7. Ensuring required documentation is provided to JPO and the USCG.
8. Active monitoring through field surveillance.



Chapter Four

Chronology of 2003 milestones

2003 - "The Future is Now"

- Interior Secretary Gale Norton signed the Federal Record of Decision in Washington, D.C. January 8, 2003, extending the ROW agreement for 30 years matching the State Lease signed November 26, 2002.
- A fish habitat survey was completed after investigating water bodies at 174 locations along TAPS.
- Extremely high winds hit Anchorage in March causing the JPO to close March 13 and 14 after losing heat in the building and experiencing severe water damage on the first floor.
- The Department of Natural Resources and the Alaska State Historic Preservation Officer (SHPO) executed a Memorandum of Agreement regarding construction of the Kenai Kachemak Pipeline. The agreement covers monitoring by an archaeologist, inadvertent finds, human remains, reporting requirements, and archaeology fund. The fund provided a \$50,000 grant to the Kenai Peninsula College of the University of Alaska for research and educational purposes.
- The State Pipeline Coordinator produced annual reports for Milne Point Oil Pipeline, Oliktok, Endicott Oil Pipeline, Badami Sales Oil, Badami Utility Pipelines, Kuparuk Extension Pipeline, Milne Point Products Pipeline, and Kuparuk Pipeline.
- BLM/JPO conducted an industrial practices study to benchmark the proposed TAPS upgrades and reconfiguration strategy with those practices generally employed by other pipeline companies.
- JPO was awarded the prestigious Iron Mountain Award for Excellence in Records and Information Management in Program Innovation and Improvement. The award was presented at the annual International Association for Information Management Professionals (ARMA) in Boston, Massachusetts. Governor Frank Murkowski also recognized JPO's successful project.
- JPO conditionally approved Alyeska's Strategic Reconfiguration Preliminary Design submission.
- ADEC and BLM conditionally approved Alyeska's Pipeline Oil Discharge Prevention and Contingency Plan Strategic Reconfiguration Amendment.
- The SPCO received an application from Kenai Kachemak Pipeline (KKPL), LLC proposing to amend the Right-of-Way Lease for the Kenai Kachemak Gas Pipeline.

Chapter Five

JPO Inside – People on the Move

Craig Bradley - Natural Resource Specialist in the Right-of-Way and Permits Section left the ADNR to pursue interests out of state.

Nina Brudie – Division of Governmental Coordination Project Review Coordinator, left the JPO after the Division was merged into the ADNR.

Shanon L. Davis - New Administrative Support Assistant in JPO/Valdez.

Bonnie Friedman - Retired from the ADEC. She is under contract from BLM to work on TAPS Strategic Reconfiguration issues.

Jeff Ginalias – Natural Resource Specialist in the Right-of-Way Section conducted field surveillance on North Slope pipelines. He accepted a position with Mining, Land, and Water Fisheries Unit.

Dennis Gnath – ADF&G representative transferred into the ADNR, Office of Habitat Management and Permitting -- remaining in the JPO, after the ADF&G Habitat Division was moved to the ADNR.

Nolan Heath – Was appointed to the Deputy Authorized Office position after Gary Reimer departed. Nolan was an engineer in the JPO in the early 1990's before accepting the Deputy State Director for Resources, Lands, and Planning job with BLM.

John Kerrigan, State Pipeline Coordinator, accepted a position out of state to be closer to his children.

Don Keyes - A senior BLM Engineer who worked on TAPS projects for over 30 years in numerous capacities for industry and BLM, retired at the end of May. Currently on contract from BLM to work on Strategic Reconfiguration issues.

Kaye Laughlin - Transferred into the ADNR -- remaining in the JPO, after the Division of Governmental Coordination was moved to the ADNR, Office of Project Management and Permitting under an Administrative Order from the Governor.

Faith Leader - Administration in the JPO/Valdez accepted a position with U.S. Agriculture in Washington, D.C.

Jim Lusher – JPO Operations Manager accepted a position with BLM in Oregon.

Kathy Mayo - Joined the JPO as Program Analyst for Section 28 Nondiscrimination and Equal Employment Opportunity and Section 29 Training of Alaska Natives working out of the Fairbanks office.

Rob McWhorter - After 30 years of federal service and nine years in the JPO, Rob retired and is now a consultant in the private sector.

Reid Olson – Left Albuquerque, NM to join JPO/Fairbanks as an Operations & Maintenance Specialist.

Gary Reimer – Came to the JPO early in 1994. He left to accept a new position with BLM, Deputy State Director for Conveyances.

Al Samet - Long-time ADNR employee prior to accepting a position with the BLM/JPO in 1999. He retired after working on the TAPS right-of-way renewal project.

Lois Simenson - Accepted the Realty Specialist position with BLM/JPO to focus primarily on TAPS.

Mike Thompson – Accepted a position with the Division of Oil and Gas after working on right-of-way renewal and North Slope pipeline monitoring.

Char Van Meter - Accepted the travel/training position in the JPO.

Debbie Whetham - Selected for the new Natural Resource Technician I position in the Right-of-Way Section.

Amanda Worden – Transferred into the JPO from the Department of Corrections and is the lead clerk for the JPO Right-of-Way section.

Food Bank of Alaska

During the month of December the JPO had their first annual food drive for the Food Bank of Alaska. 601 pounds of canned and dry goods were donated.

JPO “Information Accountability Project”

Staff recognized that information management was not as efficient as it needed to be even though a number of improvements had been implemented over the years. While planning for the Trans-Alaska Pipeline System and five North Slope pipeline right-of-way renewal projects, it became apparent that bolder and more radical improvements needed to be made to have defensible case files, improve information flow, and accommodate increased need for numerous, accurate, and timely information. An improved information management program was needed and the challenge to develop and implement “Information Accountability” was undertaken by staff already performing additional tasks for renewal and processing of an additional new pipeline project. This was truly a group project that was only accomplished because staff persisted knowing the end result would benefit all.



Seated l-r, Jerry Brossia, Federal Authorized Officer; Janine Schneider, Mail and File Clerk; Faren Chace, Technical Info Specialist; John Kerrigan, State Pipeline Coordinator. Standing l-r, Steve Martin, IT Specialist/Database Development; Susan Anderson, Records Analyst/Project Manager; Greg Doggett, Info Systems Manager.

The Information Accountability Project resulted in standardized procedures for availability of information, incoming and outgoing information, and uniform and timely distribution with acceptance and support from the 12 JPO agencies. A major hurdle was to incorporate regulations covering records and authorities for 12 agencies and include information pertinent to individual agencies.

Specific accomplishments –

- Incoming and outgoing information is available electronically in a group mailbox.
- There is now an electronic data search and retrieval system.
- The CMP database includes information from oversight activities for all 12 agencies.
- A records retention plan that specifically addresses the unique needs of the JPO that gained final signature by all approving state and federal agencies.
- Manuals and governing documents are electronically available.
- Reports and documents due in and out of the office have been identified and are now tracked for timely delivery.

- Developed a filing system that is legally defensible and meets the unique needs of JPO agencies, general public, stakeholders, and auditors.
- Public and agency requests for information are handled more uniformly, timely, and reliably.
- Substantial long-term savings and improved customer relations will result from this project.

Information management procedures provide for distribution of information directly related to JPO matters between liaisons, as well as with liaisons, and JPO staff.

- Staff must direct information/oversight results and supporting documentation to Records for inclusion into the system.
- There is regular review of case file and records retention policies and procedures to meet applicable federal and state case file and record keeping requirements for a timely, efficient, and accurate retrieval system.
- Thirteen plus years of information and important/historical records were input into the various information systems/databases and made available electronically.
- Staff appreciation for and understanding of agency constraints/requirements resulted.
- The electronic age has changed the way people work today. Information Accountability enhanced that way of working for JPO. While the office is not entirely “paperless,” enormous strides have been instituted to eliminate paper documents and individual file systems.

Project Recognition – Every year the International Association for Information Management Professionals gives two awards. In 2003, the JPO won one of these, the Iron Mountain Award for Excellence in Records and Information Management in Program Innovation and Improvement at the annual convention in Boston, Massachusetts.

JPO was recognized for one aspect of the Information Accountability Project, records retention and records filing system. The 12 state and federal agencies that comprise the JPO must accurately record the business and history of JPO and record compliance and operation of pipelines and rights-of-way in accordance with governing documents. This information is historic in nature because of the TAPS, pipelines JPO agencies oversee, and organization of the office to streamline the permitting and authorization processes to operate pipelines.

Not only was there the major challenge of separate state and federal regulations regarding records, there existed the problem of 12 individual agencies all operating under individual retention schedules and records authorities. In order for the JPO Records Center to house a complete records history of the JPO organization, there had to be a single established retention plan to be followed for the JPO as the overall organization. Documentation not normally deemed historic by one agency and destroyed under their individual retention plan would be critical to the JPO.

Governor Frank Murkowski presented a Certificate of Recognition to the JPO for their efforts in this project and winning the Iron Mountain Award.

Chapter Six

2004 Work Program Goals

JPO work goals are a combination of required work, ongoing commitments, new projects, and unplanned event follow-up.

Monitor TAPS for compliance with the Federal Grant and State Lease and state and federal laws and regulations.

Continue to evaluate and seek to reduce risks to TAPS by understanding hardware condition, ensuring hardware and systems meet requirements, effective management controls, and effective failure planning and response.

Follow-up on RCM audit and redesign verification. Apply risk-based methodology to identify failure management policies necessary to preserve the functions of critical TAPS systems.

Follow through on FEIS Mitigating and Monitoring Measures including Employee Concerns Survey, Copper River Oil Spill Contingency Plan Review, Alaska Native Utilization Agreement revision, and programmatic agreement with the State Historic Preservation Office.

Follow through on commitments made in JPO/Alyeska Agreements.

Complete the Information Accountability Initiative. Comprehensive Monitoring Program database improvements are ongoing to provide tracking, trending, and reporting on oversight activities. Information management improvements continue.

Conduct project oversight to validate project design, construction, and adherence to permitting requirements. A number of projects are pre-selected for oversight every year and included in the JPO work plan.

Monitor high-risk projects and activities to ensure that pipeline integrity, environmental protection, and public safety are achieved and maintained on TAPS.

MP 400 Bullet Hole “After Actions” continue to result in improved and innovative technology for future applications. Follow-up is ongoing.

Issue the required permits and authorizations to Alyeska and North Slope pipeline managers to operate and maintain pipelines.

Process the application from KKPL, LLC to amend the Right-of-Way Lease for the Kenai Kachemak Gas Pipeline. KKPL LLC proposed to construct and connect to the existing pipeline, an approximately 12-inch diameter common carrier pipeline to transport natural gas. The proposed pipeline is approximately 14.7 miles and approximately 6.3 miles would be on state lands. The Happy Valley Extension to the KKPL will begin near the Susan Dionne Pad that is approximately at Milepost 128 of the Sterling Highway. Proposed construction is planned to begin in May 2004 with proposed project completion in October 2004.

Process, negotiate, deliver, and administer Right-of-Way Leasing Act leases.

Complete implementation of a Comprehensive Monitoring Program for North Slope pipelines.

Oversee, process, and approve the TAPS Strategic Reconfiguration Project.

The Alaska Native Utilization Agreement is up for renewal in October 2004.